

Town of Groton
Finance Committee
Town Hall
July 20, 2004

Minutes

Present: G. Boles, J. Cochran, M. Flynn, G. Gingras, D. Powell, S. Shuman, A. Walsh,
Town Accountant: V. Jenkins
Selectman: F. Dillon, W. Nordblom, J. Saball, V. Woods

S. Webber

The meeting was called to order at 7:00 P.M. with the Chair, Steve Webber, presiding.

Reserve Fund Transfers

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- **Motion:** G. Boles moved, J. Cochran seconded to approve the transfer of \$499.00 from the Reserve Fund to Municipal Building Wages. Vote 7-0-1 (Walsh)
- **Motion:** A. Walsh moved, S. Shuman seconded to approve the transfer of \$395.00 from the Reserve Fund to Town Clerk Office Wages. Vote 8-0.
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Joint Meeting with Selectmen

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- Discussed the concept of having Town Department Heads use Zero-based Budgeting for FY2005 calculations.
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- 1. A workshop would be needed to educate Town Officials and Department Heads.
- 2. All costs would be tracked.
- 3. Money would be spent achieving the goals of the Departments.
- 4. How would we start the process and enforce it?
- 5. The Reserve Fund may need to be increased for unforeseen contingencies.
- Action Item: Bring someone in with municipal budget experience to give a workshop to Town employees.
- Action Item: Find out what other towns are doing.

Minutes

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- **Motion:** A. Walsh moved, J. Cochran seconded to accept the minutes of the June 29, 2004 meeting. Vote 8-0.
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Respectfully submitted,

Stuart J. Shuman
Recording Secretary